

**SAMPLE LETTER -  
RESPONSE TO  
ASSET AND  
TRANSFER  
INFORMATION**

(FOC Office ID)

(Date)

(Payee name and address)

(Case name and number)

Dear Payee:

Thank you for reporting the possible fraudulent transfer of real or personal property by the payer involved in the above case. The Friend of the Court appreciates your assistance in collecting child support.

The Friend of the Court has investigated and concluded the following:

- ☐ Action will be taken.
- ☐ No action will be taken. The facts of the case or the results of the investigation preclude action.
- ☐ Other

---

Sincerely,

Letter FT1(Response to asset and transfer information)